

WEST VIRGINIA LEGISLATURE

2019 REGULAR SESSION

Introduced

House Bill 2356

BY DELEGATE HOWELL, HANNA, HOTT, STEELE, LINVILLE,

PACK, PHILLIPS, CADLE, WORRELL, HILL AND WILSON

[Introduced January 14, 2019; Referred
to the Committee on Government Organization.]

1 A BILL to amend the Code of West Virginia, 1931, as amended, by adding thereto a new section,
 2 designated §5F-1-7, relating to the requirement that all executive branch agencies
 3 maintain a website that contains specific information.

Be it enacted by the Legislature of West Virginia:

ARTICLE 1. GENERAL PROVISIONS.

§5F-1-7. Website content and required information.

1 Beginning December 31, 2019, each agency shall maintain a website that provides the
 2 following information, if applicable:

3 (1) The office contact information, including office location and mailing address, telephone
 4 number, facsimile number, office hours, and electronic mail address;

5 (2) The contact information of each staff member, including office location and mailing
 6 address, office telephone number, facsimile number, and electronic mail address;

7 (3) Organizational chart;

8 (4) Administrative agency officials;

9 (5) A list of governing statutes and legislative and procedural rules;

10 (6) Meeting minutes;

11 (7) Annual reports;

12 (8) All agency forms, including application forms, complaint forms, and instructions; and

13 (9) Frequently asked questions and descriptive answers.

NOTE: The purpose of this bill is to require each executive branch agency to maintain a website that contains certain information.

Strike-throughs indicate language that would be stricken from a heading or the present law and underscoring indicates new language that would be added.